

**OPEN**



# **ROAD MAINTENANCE SPECIALIST 1 (SEASONAL)**

**SPOKANE  
COUNTY  
HUMAN  
RESOURCES  
DEPARTMENT**

**Posting No. 05-030**

(updated 02.11.05)

## **EMPLOYMENT OPPORTUNITY**

**OPENING DATE:** February 7, 2005  
**CLOSING DATE:** Open until filled (cut-off dates  
are each Friday, 4:30 p.m.)

**SALARY RANGE:** \$15.04/hour  
**FLSA STATUS:** Non-Exempt  
**DEPARTMENT:** Roads

### **WHO MAY APPLY (OPEN)**

This recruitment is open to all applicants meeting the minimum requirements.

**Note:** This recruitment may be used to fill up to seven (7) seasonal vacancies with full benefits; anticipated period of employment is 5-9 months. A Class A CDL with tanker endorsement is required for all vacancies.

### **HOW TO APPLY**

Submit the following required materials to Human Resources for consideration:

- ☐ Spokane County Employment Application
- ☐ CDL Supplemental Questionnaire (attached)

**FAILURE TO SUBMIT THE REQUIRED MATERIALS LISTED ABOVE MAY ELIMINATE YOUR EMPLOYMENT APPLICATION FROM CONSIDERATION.**

### **EXAMPLES OF DUTIES**

Transports, hauls by truck, various materials, rock, dirt, logs, brush, refuse.

Spreads rock or asphalt; distributes oil and water.

Removes materials and cleans roadsides, ditches, drains, drywells, culverts, etc., upon assignment or upon notice by personal inspection; alerts supervisor as to needed repairs and road hazards.

Operates truck with attached plow or sanding equipment for snow removal or sanding icy roads.

Performs hand ditching, patching, hole filling and leveling of surfaces.

Makes operating adjustments and minor repairs and servicing to vehicles and equipment; installs accessory equipment on trucks; maintains time and equipment records.

Operates specialized equipment; i.e., rollers, mowers, wheel tractors, and other light equipment; operates oil distributor flow controls and oil snivey; acts as spreader box helper.

Assists equipment operators by placing and removing warning devices; acts as flag person.

Performs various types of physical labor with hand or specialized tools; makes emergency repairs on roads, assists motorists and the general public.

### **MINIMUM REQUIREMENTS**

#### **TRAINING AND EXPERIENCE:**

One (1) year experience at a level of work equivalent to Apprentice Road Specialist.

**LICENSE:** Possession of a valid license at the time of appointment.

**NOTE:** Work may be performed in heavy traffic and/or adverse weather conditions.

### **SELECTION FACTORS**

Knowledge of:

- safety rules governing the use of vehicles and equipment.

Ability to:

- operate vehicles and equipment in a safe and skilled manner.

Ability to (continued):

**See other side for important additional information**

**1229 WEST MALLON, SPOKANE, WA 99260-0230**

**Phone: (509)477-5750 • TDD Available • JOB HOTLINE: (509) 477-JOBS [www.spokanecounty.org](http://www.spokanecounty.org)**

**EQUAL OPPORTUNITY EMPLOYER**

**DRUG FREE WORK ENVIRONMENT**

- deal with citizens in an informed and courteous manner.
- follow written or oral instructions in a responsible and efficient manner.
- carry out work without constant specific or immediate supervision.
- maintain effective working relations with co-workers and supervisors.
- perform medium to heavy physical labor for extended periods of time.

### **BEHAVIORAL STANDARDS**

Respectful, courteous, and friendly to customers, other County employees, and County leadership. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effectively communicates with customers and other County employees. Gets along with co-workers and managers. Positively represents the County, maintaining the trust County residents have placed in each of us. Demonstrates honest and ethical behaviors.

### **SELECTION PROCESS:**

Initial screening will be solely based on the information contained in your Spokane County Employment Application. If you meet the minimum requirements, the hiring authority based on your qualifications will review your application materials. The hiring authority may interview top candidates. This process may be subject to change.

<p><b>All information submitted in the application and in any attachments or supporting documents must be true, correct, and complete. Providing false or incomplete statements will be justification for termination or refusal of employment. All application materials are due by 4:30 p.m. on the closing date. POSTMARKS WILL NOT BE ACCEPTED.</b></p>
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### **NOTES**

Spokane County is an “at will” employer. All positions are considered “at will” or “at the pleasure” of the hiring authority unless specified otherwise in specific labor agreements. Such positions can be terminated with or without cause at any time by the hiring authority. No employee of Spokane County has the authority to make any oral or written agreement altering any “at will” relationship.

For some positions, joining the Union may be a condition of employment pursuant to the exception as noted in RCW 41.56.122(1) and any other rights afforded by law. Changing bargaining units within the county work force may incur a change in the employee’s benefits.

Spokane County strives to satisfy all requests for reasonable accommodation from persons with disabilities. Requests for accommodations should be made in advance and addressed to the Human Resources Director at 477-5750.

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